

**BOARD OF SUPERVISORS**

**MINUTES**

**July 7, 2006**

**Supervisors in Attendance:**

Mr. R. M. "Dickie" King, Jr.,  
Chairman  
Mr. Kelly E. Miller, Vice Chrm.  
Mrs. Renny Bush Humphrey  
Mr. Arthur S. Warren  
  
Mr. Lane B. Ramsey,  
County Administrator

**Staff in Attendance:**

Colonel Carl R. Baker,  
Police Department  
Mr. Allan Carmody,  
Dir., Budget and Mgmt.  
Mr. Wilson Davis, Dir.,  
Economic Development  
Ms. Rebecca Dickson,  
Deputy Co. Administrator,  
Human Services  
Mr. Lawrence C. Haake, III  
Registrar  
Mr. Donald Kappel, Dir.,  
Public Affairs  
Ms. Mary Lou Lyle, Dir.,  
Accounting  
Mr. Steven L. Micas,  
County Attorney  
Mr. Francis Pitaro, Dir.,  
General Services  
Mr. James J. L. Stegmaier,  
Deputy Co. Admin.,  
Management Services  
Mr. M. D. Stith, Jr.,  
Deputy Co. Admin.,  
Community Development

Mr. King called the special meeting to order at 12:10 p.m.

(It is noted all five Board members signed a "Notice of the Meeting" waiving any further Notice.)

Mr. King stated this meeting was called for two purposes -  
1) to accept the resignation of one of the Board members;  
and 2) to discuss the process of appointing a Midlothian  
District Supervisor replacement.

**1. ACCEPTANCE OF RESIGNATION OF MR. EDWARD B. BARBER AS  
MIDLOTHIAN DISTRICT SUPERVISOR**

Mr. Ramsey stated the Board is being requested to take formal  
action to accept the letter of resignation of Mr. Edward  
Barber from the Midlothian District seat on the Board of  
Supervisors. He further stated the letter of resignation  
designates July 9, 2006 as the effective date of the  
resignation.

On motion of Mr. King, seconded by Mr. Miller, the Board  
accepted the resignation of Mr. Edward B. Barber as  
Supervisor from the Midlothian District.

Ayes: King, Miller, Humphrey and Warren.  
Nays: None.

## **2. DISCUSSION OF PROCESS FOR APPOINTMENT OF A MIDLOTHIAN DISTRICT SUPERVISOR REPLACEMENT**

Mr. Micas reviewed staff's suggested process for the Board to accept applications from qualified residents in the Midlothian District, for the Supervisor vacancy. He stated applicants should submit reasons why the person desires the appointment, as well biographical information and any expressions of written support by 5 p.m. on July 14th. He further stated staff will advertise the deadline for applications in newspapers, as well as on the county's website. He stated the Board will be asked today to adjourn to a special public meeting on July 20<sup>th</sup> at 7 p.m. to publicly hear from each applicant, who would be provided a certain length of time to explain to the Board why they desire the appointment. He further stated the Board would have a set number of minutes to ask questions of each candidate. He stated each candidate would present themselves to the Board in the order of the applications received by the Clerk, and only candidates that appear before the Board will be eligible for appointment by the Board. He further stated at the regular meeting on July 26<sup>th</sup>, the Board would then suspend its rules to nominate and appoint a replacement for the Midlothian District Supervisor. He stated the last date to qualify for the ballot in November is August 25<sup>th</sup>.

Mr. Miller inquired whether one week is sufficient time for potential candidates to prepare their applications and whether a resume should be required. He suggested that the Board require each candidate to provide a written authorization for a national criminal background investigation. He stated he believes three to five minutes should be sufficient for each candidate to speak before the Board. He expressed concerns regarding individuals who submit an application but cannot be present at the July 20<sup>th</sup> meeting. He inquired whether there would be an opportunity for public input at that time.

Mr. Ramsey stated an individual must submit an application to be considered and must also come before the Board.

In response to Mr. Warren's question regarding the length of time to conduct a background investigation, Mr. Ramsey stated this can be done in the established time frame.

There was brief discussion relative to the cost of providing background investigations.

Mrs. Humphrey stated she agrees with Mr. Miller regarding the criminal background investigation, and also thinking three to five minutes of speaking time is adequate and consistent with other public hearings.

Mrs. Humphrey stated she would prefer hearing the speakers alphabetically.

Mr. Warren stated he prefers a lottery approach to hearing the candidates. He further stated he would like all Board members united on this process. He agrees with criminal background investigations being a necessary part of the

process. He further stated he supports allowing five minutes of speaking time for each potential candidate.

Mr. King stated that he agrees with allowing each applicant five minutes of speaking time. He further stated, in fairness to each candidate, the Board should allow 15 minutes to question each candidate.

In response to Mr. King's question, Mr. Micas stated the application process does not allow for public endorsements at the July 20<sup>th</sup> meeting.

Mr. Ramsey stated the Board is allowing written support as a part of the application process.

Discussion ensued relative to Board members individually interviewing potential candidates, if they so choose.

Mr. Miller again expressed concerns regarding the short time frame that has been allotted for accepting applications.

Mr. King stated he was advised by the County Attorney that on July 20<sup>th</sup>, the Board could go into a closed session after hearing from the candidates to try and reach a consensus regarding the candidates continuing in the process. He further stated the number of candidates could be limited during the closed session if an extraordinary amount of applications is received.

After further discussion it was generally agreed to extend the application deadline to July 17<sup>th</sup> at 5.p.m.

Mr. Micas stated applications may be submitted electronically, hand delivered or through U.S. mail. He further stated all applications received will be date and time stamped.

Mr. King stated it will be decided upon later whether to use an alphabetical or lottery approach for candidates to present to the Board.

Mr. Miller stated candidates must provide written authorization for a criminal background investigation, must be a resident of the Midlothian District and be a registered voter.

Mrs. Humphrey stated the Chairman should have the privilege of structuring the order in which the candidates will present to the Board.

Mr. King stated potential candidates will be allowed five minutes of speaking time, and the Board has agreed to a 15-minute question and answer session per candidate. He further stated applications will be accepted with a criminal background investigation by the amended deadline of July 17<sup>th</sup> by 5 p.m. The candidates will present themselves to the Board on July 20<sup>th</sup> at 7 p.m. with no public endorsements. Mr. King further stated on July 26<sup>th</sup> at the regular scheduled meeting the Board will suspend its rules to nominate and appoint a Midlothian District Supervisor.

On motion of Mr. King, seconded by Mr. Miller, the Board adopted the following process for appointing an interim supervisor from the Midlothian Magisterial District:

July 7: Board announces that it will accept applications for appointment as Midlothian District Supervisor from qualified voters in the Midlothian District until 5:00 p.m. on July 17<sup>th</sup>. The application should include a resume, a statement of reasons why the person desires the appointment, any expressions of written support from citizens and authorization for a criminal background investigation. The administration will advertise the deadline for applications. The Board will adjourn to July 20<sup>th</sup> at 7:00 p.m.

July 20: The Board will hold a special meeting to consider the applicants. Each applicant will have five minutes to explain to the Board his/her reasons for wanting to be appointed Supervisor. The board members will then have 15 minutes to ask questions of that candidate. The order in which the candidates will present themselves at the meeting will be decided by the Chairman later. Only candidates who appear before the Board will be eligible for appointment. Board members may then individually contact applicants prior to appointment.

July 26: The Board will suspend its rules to nominate and appoint a replacement for the Midlothian District supervisor.

Ayes: King, Miller, Humphrey and Warren.  
Nays: None.

### **3. ADJOURNMENT**

On motion of Mr. King, seconded by Mr. Miller, the Board adjourned at 12:50 p.m. until July 20, 2006 at 7:00 p.m. for a special meeting in the Public Meeting Room to consider the applicants for Midlothian District Supervisor.

Ayes: King, Miller, Humphrey and Warren.  
Nays: None.

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Lane B. Ramsey  
County Administrator

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R. M. "Dickie" King, Jr.  
Chairman